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Approved For Release 2003/05/27 : CIA-RDP84-00780R001400120048-4

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MEMORANDUM FOR: Deputy Director for Support

Bob:

Recently it was suggested to me that the Agency should attempt to have some formal retirement ceremony for our retiring employees in order to give due recognition to this very important milestone in their lives and to impress upon them our appreciation for the work they have done and our continuing interest in their activities after they leave. There appears to be some feeling that just shaking hands with old friends and walking out the door leaves some of these people with a less-than-warm feeling toward the Agency.

I should appreciate your giving this matter some thought and discussing it with appropriate personnel in the Agency at large. I have no preconceived ideas about what we might do or whether we need to do anything. However, I do think it is important that to the extent possible we make our retiring employees feel that we appreciate their contribution and are interested in their welfare and continued loyalty to the Agency. If some ceremony could contribute to this feeling, perhaps it would be worthwhile.



L. K. White

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